

**TOWNSHIP OF CHATHAM
COMMITTEE MEETING MINUTES
MAY 8, 2003**

Mayor DeMeo called the workshop meeting of the Township Committee of the Township of Chatham to order at 7:35 p.m.

Adequate Notice of this meeting of the Township Committee was given as required by the Open Public Meetings Act as follows: Notice was given to both The Chatham Courier and the Morris County Daily Record on January 3, 2003; notice was posted on the bulletin board in the main hallway of the Municipal Building on January 3, 2003; and notice was filed with the Township Clerk on January 3, 2003.

Mayor DeMeo led the flag salute.

Answering present to the roll call were Committeeman Brower, Committeewoman Fair, Committeeman O'Connor, Deputy Mayor Hoag and Mayor DeMeo.

Approval of Agenda

Committeewoman Fair moved to approve the agenda. Deputy Mayor Hoag seconded the motion and it carried unanimously.

Proclamation

Mayor DeMeo announced that he would be attending a ceremony on May 11, 2003 at the King James Nursing Home and that he would be presenting them with a proclamation designating the week of May 11, 2003 as National Nursing Home Week in Chatham. Mayor DeMeo read the attached proclamation.

Reports

Youth Resources Committee

Mayor DeMeo explained that the Youth Resources Committee is comprised of individuals from several groups including the Township Committee, School, Municipal Alliance and students. The goal of the Youth Resources Committee is to implement plans to reduce alcohol and drug use among teen age and pre-teenage children in the community. Information was distributed to the Committee.

Sandy Smith introduced the two students, Nick Cedrone and Eileen Ryan that are involved with the Youth Resources Committee. Nick explained that the program is important in educating the students and parents in order to create a safer environment. Nick said the program is a good cause and has an excellent chance of success. Eileen explained why she became involved the program and stressed the role of the family as well as student participation as key factors in its success. Rev. Halldorson updated the Township Committee on changes from the last meeting informing them that the name Youth Activities Board was changed to Youth Resources Committee. Rev. Halldorson explained that the Youth Resources Committee was created as a partnership to share ideas and support. Rev. Halldorson also clarified that at this point they were not requesting money nor looking for a Youth Activities Director. The Reverend also said that they hope to get input from both Boards of Recreation. Rev. Halldorson then explained the four committees of the Youth Resources Committee: Administration, Publicity, Programs and Education. Rev. Halldorson asked for the Township Committee's support to encourage that a juvenile officer participates in the program and that a representative from the Board of Recreation attend the Youth Resources Committee meetings. Committeeman Brower asked if this committee could obtain feed back from teens regarding their feelings toward the police in order to promote a better understanding. Reverend Halldorson explained that by having juvenile officers involved in this, they hoped to promote a forum for better communication and discussion. The Mayor and Township Committee applauded them for their efforts and thanked the Youth Resources Committee for their presentation.

Before moving to the next agenda item, Administrator Ciccarone asked that Resolution 2003-111 concerning authorization of the endorsement of Treatment Works Approval for 704 River Road be added to the agenda. The Administrator explained that at a previous meeting the Township Committee supported the project and that Engineer Bennett had completed the review.

Committeewoman Fair moved to amend the agenda to add Resolution 2003-111. Deputy Mayor Hoag seconded the motion and it carried unanimously.

Deputy Mayor Hoag advised that Cynthia Merwin and Joel Jacobson of the Open Space Committee have contacted PSE&G about working with them to identify particular lots that they own that are part of the Greenway. The Open Space Committee will be working on a letter for the Township Committee to approve.

Hearing of Citizens/Petitions

Mayor DeMeo opened the hearing of citizens to the public.

1. Tony Lockhart, Van Houten Ave. resident, said that he personally feels the widening of the Mt. Vernon Ave. bridge is a not a good idea and asked if it was still subject to serious review. Mr. Lockhart also questioned the aesthetics of the Buxton Road water tower and if it will interfere with his TV and radio. Mayor DeMeo responded that with regard to the bridge, the County is authorizing another engineering study looking at two options. The options are whether it can be repaired safely as it is with no change in width or whether it should be replaced with a 28-foot proposal consisting of two 12-foot lanes and two 2-foot shoulders. The County will come back to us in about 4 weeks. Administrator Ciccarone advised the County's proposal about the Buxton Road water tower would be presented at the Planning Board meeting on May 19, 2003. The Administrator thought the antennas would not be visible from the ground but advised there is a large container on the site that houses electronic equipment and an emergency generator. The Administrator advised there would be technical people at the May 19, 2003 Planning Board meeting to answer any questions. Committeeman Brower explained that all this occurred before it came before the Planning Board and that no approvals were given by Chatham Township for placement of the propane tank on the backyard of the Tully property. Committeeman Brower also said when the proposal goes to the Planning Board, the building does not have to be above ground and that an underground gas line could be brought in. Mr. Lockhart said he would like to see the delightful atmosphere of Chatham Township maintained.

There being no further comments from the public, the Mayor closed the hearing of citizens.

Public Hearing/Final Adoption of Ordinances

ORDINANCE 2003-005

AN ORDINANCE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY, CREATING A LENGTH OF SERVICE AWARDS PROGRAM (LOSAP) FOR THE CHATHAM EMERGENCY SQUAD, AND PROVIDING FOR SAID PROGRAM TO BE PLACED ON THE BALLOT AT THE NEXT GENERAL ELECTION FOR APPROVAL BY THE VOTERS

BE IT ORDAINED by the Township Committee of the Township of Chatham, County of Morris, State of New Jersey as follows:

Section I. INTRODUCTION

- A. The Township deems it appropriate and necessary to act to ensure retention of existing members and to provide them incentives for recruiting new volunteer members for the Chatham Emergency Squad (CES); and
- B. The Township has determined that the creation of a Length of Service Awards Program (LOSAP) will enhance the ability of the Township to retain and recruit volunteer CES members.

- C. As the CES services both the Township and the Borough of Chatham, averaging roughly equal number of service calls each year, the Township and the Borough will be concurrently approached to place this matter on the next general ballot and to equally divide the LOSAP cost each year (as described further below).

Section II. CREATION OF LOSAP

- A. LOSAP is created, in accordance with Chapter 388 of the Laws of 1997, to reward active volunteer members of the CES for their loyal, diligent and devoted services to the residents of the Township and the Borough.

Section III. ANNUAL CONTRIBUTIONS

- A. LOSAP shall provide for fixed, annual contributions to a deferred income account for each active volunteer member of the CES who meets the criteria set forth below, or hereafter provided by amendment to this ordinance.
- B. Such contributions shall be made in accordance with a plan established by the Township and administered in accordance with the laws of the State of New Jersey, the U.S. Internal Revenue Code, and this Ordinance.

Section IV. CRITERIA FOR ELIGIBILITY

- A. For the purposes of LOSAP, the definition of an "active" member will be a person who has completed EMT training, has been certified as an EMT and has achieved at least a "Probationary 2" (P2) status within the CES organization. LOSAP shall provide for annual contributions to each eligible, active volunteer member (i.e. has completed EMT Training and Certification, and participates on Duty crews and Weekend shifts) of the CES, who meets the criteria as follows:
 - 1. The number of points required for an active year of service for an active volunteer CES member is one hundred (100).
 - 2. An active volunteer member of the CES shall not be eligible if on probation or inactive status. If a CES member has been on Leave of Absence (LOA) from duty crews, but is able to attain the points required as stated below within the calendar year, he/she will be considered active and eligible for LOSAP.
 - 3. Any new, active volunteer member of the CES shall become eligible to participate in LOSAP the calendar year he/she becomes an "active" member as defined above or are no longer on inactive status, so long as the credit points are earned.
 - 4. Current, active volunteer members, as of the date that the voters approve LOSAP, shall become immediately eligible to participate in LOSAP.
 - 5. Any active, volunteer member of the CES, who obtains one hundred (100) points or more, will receive \$1,000 deferred contributions (which may be increased by LOSAP rules) for his/her active, volunteer status on the CES.
 - 6. No person who is an active, volunteer member of the CES, who is receiving a public pension from or through the State of New Jersey, shall be permitted to receive such deferred contribution unless otherwise prohibited by law.
 - 7. Any EMT Certified, Active Member who needs to take a leave of Absence (LOA), but is able to earn sixty (60) points in that calendar year, shall be considered active and eligible for that year.

Section V. PRIOR SERVICE

- A. Upon acceptance of LOSAP, a one time contribution shall be provided under LOSAP shall provided in the amount of \$50 per year for prior service, up to five years, by any active, volunteer member of the CES at the time the program is accepted.
- B To determine credit for prior service, the standards set forth in Section IV, Criteria for Eligibility (excluding Credit Points set forth in Section IV.A.1) above, shall be used.

Section VI. COSTS

- A. The estimated costs of the program have been calculated as \$40,000 per year (\$20,000 for the Borough and \$20,000 for the Township).

Section VII. CREDIT POINTS

- A. Each active, volunteer member shall be credited with points for volunteer services provided to the CES, in accordance with the attached schedules.

Section VIII. PASSAGE AND APPROVAL BY THE VOTERS

- A. The attached ballot question and explanatory statement shall be submitted to the Clerk of Morris County for the purpose of presenting said ballot question to the voters of the Township at the next General Election to be held on November 4, 2003.
- B. In the event this Ordinance is approved by the voters of the Township and the Borough, LOSAP shall become effective for calendar year 2004 as of January 1, 2004.

Section IX. INCONSISTENCY

- A. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed.

Section X. EFFECTIVE DATE

- A. This ordinance shall not take effect unless, upon final passage and publication as required by law, it is approved by the voters of the Township as a public question at the next general election.

Deputy Mayor Hoag explained that the LOSAP program is now in use by both fire departments and that the Emergency Squad is interested in participating in this program. The Emergency Squad has asked for support from both the Borough and the Township. Deputy Mayor Hoag explained the requirement of meeting a certain number of points in order to receive the \$1000 that goes into an annuity plan. Both Steve Fafoutis and Nina Benton were present from the Chatham Emergency Squad to answer any questions concerning LOSAP.

Deputy Mayor Hoag opened the hearing on Ordinance 2003-005 to the public.

1. Mel Reinhart, Dogwood Drive resident, asked if both the Borough and the Township were contributing the \$1000. Deputy Mayor Hoag clarified half the people would be funded by the Borough and half the people would be funded by the Township.
2. Tony Lockhart, Van Houten resident, said he was part of an amateur radio group that is prepared as emergency communication liaisons. Deputy Mayor Hoag advised the Office of Emergency Management already has a number of people that are ham operators, but that the names and numbers of any one interested in emergency communication could be forwarded to the Office of Emergency Management.
3. Peter Hofmann, 82 May Drive, stated he supports LOSAP.
4. Steve Fafoutis, member of the Emergency Squad, thanked everyone for their support.

Since there were no further comments, Mayor DeMeo closed the hearing to the public and asked the Committee for any comments. Committeeman Brower thanked the rescue squad and asked if a 17 year old volunteer who put the time in and was continuing would be eligible. Mr. Fafoutis advised they would be eligible after they turn 18 if they continue to serve. Committeeman Brower also asked if there is reciprocity with other towns such as Roxbury. Deputy Mayor Hoag said if there is an Emergency Squad in Roxbury, it could be transferred over.

Committeeman Brower moved to adopt Ordinance 2003-005. Deputy Mayor Hoag seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O’Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

Consent Agenda

Before voting on the Consent Agenda, Committeeman Brower pulled Resolution 2003-107 and Resolution 2003-108 for further discussion.

RESOLUTION 2003-109

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, COUNTY OF MORRIS, STATE OF NEW JERSEY AUTHORIZING REFUND OF PERFORMANCE GUARANTEE TO HOFF BROS.

BE IT RESOLVED by the Township Committee of the Township of Chatham that monies in the amount of four thousand four hundred forty four dollars (\$ 4,444.00) be returned to Hoff Bros., 215 Summit Road, Springfield, N.J. 07081 for completed and approved road opening work at 88 Longview Ave.

RESOLUTION 2003-110

RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF CHATHAM, IN THE COUNTY OF MORRIS, STATE OF NEW JERSEY, RELEASING DEVELOPER ESCROW ACCOUNT AND/OR PERFORMANCE BOND BALANCES

WHEREAS, developers are required to deposit monies with the Township for the purposes of offsetting Township professional costs to review plans or to inspect approved development and for the purpose of ensuring the satisfactory completion of public or private improvements; and

WHEREAS, these deposited monies, following all necessary withdrawals to cover Township expenses or costs, may be released upon satisfactory completion of work, receipt of review board decisions, or completion of guaranteed work, upon passage of a Township resolution authorizing such release.

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that the following guarantee amount or account balances, with interest adjustments as prescribed by state and local laws, may be released to the depositor of record:

<u>NAME</u>	<u>A/C NUMBER</u>	<u>AMOUNT</u>
	<u>72000</u>	
Andrew Bizub 11 Sandy Hill Road, Chatham	38874	\$ 4.00
Skillman Salads 641 Shunpike Road, Chatham	38978	\$ 824.25
Daeyeop Davis Hong, Jenne’s Nails 641 Shunpike Road, Chatham	38830	\$ 392.50

Daeyeop Davis Hong, Jenne's Nails
641 Shunpike Road, Chatham

38989

\$ 757.30

RESOLUTION 2003-111

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP OF
CHATHAM AUTHORIZING ENDORSEMENT OF TREATMENT WORKS
APPROVAL FOR BLOCK 39, LOT 67, 704 RIVER ROAD**

WHEREAS, Robert and Ruth Robertshaw, have, through their engineer Richard B. Schommer, applied for municipal endorsement of a Treatment Works Approval to construct a sewer line extension to serve Block 39, Lot 67, 704 River Road; and

WHEREAS, said application has been reviewed and approved by the Township Engineer;

NOW, THEREFORE, BE IT RESOLVED by the Township Committee of the Township of Chatham that endorsement of the Treatment Works Approval for Block 39, Lot 67, is hereby approved and the Township Administrator is hereby authorized to execute said endorsement.

Committeewoman Fair moved to pass the Consent Agenda, Resolution 2003-109 through Resolution 2003-111. Deputy Mayor Hoag seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

RESOLUTION 2003-107

**RESOLUTION OF THE TOWNSHIP COMMITTEE OF THE TOWNSHIP
OF CHATHAM AUTHORIZING PAYMENT OF BILLS, PAYROLLS,
SCHOOL TAXES, AND COUNTY TAXES**

BE IT RESOLVED that bills in the total amount of \$761,788.02 and the prior month's payroll of \$361,098.03 Current Fund, \$39,204.89 Sewer No. 1, \$8,554.73 Sewer No. 2, and \$346.96 Police Private Employment be paid.

BE IT FURTHER RESOLVED that taxes due to School District of the Chathams for the month of May 2003, in the amount of \$1,492,199.00 be paid.

BE IT FURTHER RESOLVED that taxes due to the County during the month of May 2003, in the amount of \$1,350,080.73 be paid.

Committeeman Brower questioned the amounts relating to the following items on the bill list:

- Red Cross Fair Share Assessment
- Paint for the Swimming Pool
- Madison Board of Health services
- Marshall Frost
- St. Hubert's
- Ten Towns Committee Contribution
- Interest on bonds

With regard to the paint, Public Works Manager Joe Smith clarified the cost was for 25 gallon paint containers. With regard to interest on bonds, Administrator Ciccarone advised the town pays interest on bonds twice a year. The Administrator advised the Red Cross Fair Share Assessment is for the support of County recreation programs for people with disabilities. Committeeman Brower asked if we are offsetting these monies by income. Administrator Ciccarone advised that most of these are dedication by rider trust fund fees and that he would see if there is a better way to code it to show that it is coming from the Trust Fund instead of the budget.

Committeewoman Fair moved to adopt Resolution 2003-107. Deputy Mayor Hoag seconded the motion.

Roll call: Committeeman Brower, Aye; Committeewoman Fair, Aye; Committeeman O'Connor, Aye; Deputy Mayor Hoag, Aye; Mayor DeMeo, Aye.

Committeeman Brower asked to defer the minutes of April 24, 2003 until another meeting. The Committee then discussed the minutes of April 10, 2003. Committeeman Brower questioned Mrs. Wiley about the responsibility of the meeting minutes. Committeeman Brower also asked about the bidding procedure for the Police telecommunications project. Administrator Ciccarone advised it was not required to be bid because it was under the bid threshold and that it was a professional services contract. Both Committeeman Brower and Committeewoman Fair wanted to clarify and correct certain parts of the minutes pertaining to the Chatham Club and parking on Southern Boulevard. Administrator Ciccarone advised that minutes are not a transcript but a summary of the decisions and actions taken and comments of the public hearing. Following discussion, the Committee members were asked to give any comments about the minutes to the clerk to verify against the tape. Resolution 2003-108 was not passed, but deferred to another meeting. With regard to the April 10, 2003 minutes, Committeeman Brower added that he does not consider himself a legislator, but an executive.

Discussion

1. Accessory Structure Ordinance- Administrator Ciccarone advised that there was an accessory structure that was constructed that is not a permanent structure, but a fabric shed constructed without zoning or construction permits. The Administrator referred to the memo written by the Zoning Officer and asked whether the Township Committee wishes to address the canvas/plastic tarp garage and whether it needs to be regulated beyond the set back requirement. Committeewoman Fair said she thought the Township should look into requiring a permit for aesthetic and safety reasons. Committeeman Brower suggested limiting them in residential areas rather than in commercial areas. Deputy Mayor Hoag added that its impact on neighboring residences should be minimized. Administrator Ciccarone suggested that the Committee should decide whether they want to permit this kind of structure in a residential neighborhood. The Committee thought seasonal and temporary uses would also need to be addressed. Deputy Mayor Hoag advised the town has a similar ordinance pertaining to vehicles and trailers on premises relating to temporary use. Following discussion, the census of the Committee was that Attorney Woodward should talk with the Construction Official and the Zoning Officer about this issue.
2. Smoke Detector/Carbon Monoxide Ordinance- Administrator Ciccarone advised that the State is now requiring a carbon monoxide detector and test at the transfer of the property and presently there is no fee for the carbon monoxide inspection or reinspection. Mayor DeMeo read the Township Fire Official's memo recommending increasing the current fee for Smoke Detector Compliance from \$25 to \$35 for the combined certification, and charging a reinspection fee of \$25. Mel Reinhart, Dogwood Drive resident, asked if one person could do all the inspections that are required for a change of occupancy. The Committee responded no and that only certain people were qualified to do certain inspections. Following discussion, Attorney Woodward was directed by the Committee to prepare an amendment to the fee ordinance.
3. Mt. Vernon Ave. Bridge and Condo Concerns- Committeeman Brower referred to an article in the Independent Press regarding the Mt. Vernon Ave. Bridge and asked if everyone on the Committee supported repairing the existing bridge. The Township Committee clarified they were in agreement with the repair of the existing bridge as long as the bridge could be repaired safely.
4. Skate Park- Committeeman Brower referred to a follow up letter he had sent Mayor DeMeo in March 2003 concerning the request he had made to the Township Administrator about being given three days notice before any construction or excavation begins at the Skate Park facility. Committeeman Brower said he found out today that construction is beginning and said he was not given advance notice. Committeeman Brower said the engineering on the Skate Park is derelict and that the contractor plans to excavate 2 ½ feet of fill or topsoil. Committeeman Brower was concerned about the old fill under the ground and the possible collapse of the Skate Park. Committeeman Brower said the engineers have decided to place fabric or stabilizing material at 2 ½ feet below the surface and if there is organic fill underneath, the fill could settle and the surface would change and need to be resurfaced. Committeeman Brower thought the Skate Park is placed in the worst possible place and that it may be a very costly procedure.

Administrator Ciccarone responded he only learned about the start of the construction today and that originally the start date was projected to be May 15, 2003. The Administrator advised it was not his intention to allow the construction to go forward without notice. Administrator Ciccarone said he relied on Michael Bennett's expertise about how much fill should be removed from this site. Public Works Manager Joe Smith advised the last fill on this site was over 29 years ago. Engineer Bennett explained that about 5 test pits were taken that went down approximately 8 to 10 feet and that the design of the Skate Park surface remained as it was, the change was to decrease the size of the drop off area. Engineer Bennett said the geotechnical engineer made the recommendation to remove two to three feet of material. Engineer Bennett advised subsequent to that time, it was apparent that the excavation of material might be unnecessary in terms of the consolidation that the material in the area has naturally consolidated in the 30-year period. Engineer Bennett advised that using a geotextile fabric that distributes the load and allows any differential movement to be compensated for was the better solution and less disturbance. Engineer Bennett advised the contractor would begin work tomorrow and that he told him the compaction specifications would be strictly enforced. Engineer Bennett said the contractor was confident he could move forward and manage the water in a way consistent with the soil erosion permit. Committeeman Brower said any engineer who found material under the ground would not have relied on bored holes, but would have trenched and made a judgement about the suitability of the location. Committeeman Brower said again that he was concerned the Skate Park would sink. Committeewoman Fair stated she has confidence in the Township engineer. Committeeman Brower also inquired about the rules for the Skate Park and the bathroom facilities. Administrator Ciccarone said he had asked Recreation Director Tom Denning to discuss this at the next Recreation Advisory Meeting and make a recommendation about the rules for the park. Administrator Ciccarone also advised that the Township would need to do a Chapter 159 to appropriate the funds, before going out to bid on the equipment.

5. Stormwater/Sunset Lake- Committeewoman Fair informed the Committee that residents had reported a spill that was being discharged from a storm sewer into Sunset Lake. The police had advised that some deck sealer had been dumped into a storm sewer in Madison around the Garfield Ave. area. The DEP and fire departments had responded to pump the deck paint out of the lake. Administrator Ciccarone advised the residents are hoping to request that the County reroute the storm drains that come down from Shunpike. The Administrator thought that runoff from stormwater makes a substantial contribution to the lake but it is also spring fed. The Administrator advised the residents would like to divert the outfall that enters off of Lake Road. Committeewoman Fair suggested that Public Works Manager Joe Smith and Engineer Bennett work together to see if this is feasible to do. Attorney Woodward said there is a larger problem with Madison that has had a lot of development and suggested that the Township take up the runoff issue with the Borough of Madison and with the County. The Committee discussed how they should proceed. Committeeman Brower asked about new regulations requiring screens in storm basins. Engineer Bennett said inlet castings would be replaced whenever there is a road project. Following discussion on catch basins and drainage, Committeewoman Fair stressed the State would like towns to work on regional stormwater management. Committeeman Brower questioned whether the basins could be deepened and cleaned out more frequently. The Administrator advised that the Township presently cleans out the catch basins once a year. Engineer Bennett said that deeper catch basins may not accomplish the goal, but there are treatment devices that can remove material from those pipes. Committeewoman Fair suggested working together on a regional plan and by doing such the Township might be eligible for funding. Engineer Bennett agreed the regional plan was an excellent idea. Engineer Bennett will talk with the engineer of Madison. Then Attorney Woodward will talk with Joe Mezzacca. Engineer Bennett suggested the second step would be to include the County as well.
6. Sidewalks on Southern Boulevard- Engineer Bennett advised that the group conducting the study did not find the blue spotted Salamander but have found the habitat for the blue salamander on the North side of Southern Boulevard. Since this is on National Heritage registry, it must be checked and then verified in the field. Engineer Bennett said since the habitat is there, it might therefore be easier to permit on the swamp side. The Township would need to resurvey the design of the sidewalk and obtain wetlands permits. Engineer Bennett estimated the cost to survey the South side would be less than \$4000. Based on

- the recommendations received from the survey, the Township Committee authorized Engineer Bennett to proceed with the South side.
7. Re-applying for Sidewalks on Meyersville Road- Engineer Bennett advised the 2003 DOT grant application for sidewalks from Candace Lane to Fairmount Ave. was not favorably accepted, but the Township could reapply. The Committee discussed other areas in the Township that may need sidewalks. Engineer Bennett advised the deadline for the grant is some time in June for a grant in 2004. The Township Committee discussed where the existing sidewalk ends on Meyersville. Engineer Bennett estimated the cost to be about \$100,000 to do the sidewalks on Meyersville Road from Candace Lane to Fairmount Ave., since there are landscaping and retaining wall issues. Engineer Bennett advised he would work with Public Works Manager Joe Smith to help prioritize what sections of road should be done. Engineer Bennett suggested that the Township establish a long-term capital program with regard to sidewalks. The census of the Committee was that Engineer Bennett should reapply for the grant for sidewalks on Meyersville Road from Candace Lane to Fairmount Ave. and two or three sections of road. A resolution will be needed for the next meeting authorizing the application.
 8. Escrows- Committeeman Brower read a reply about escrow accounts that he had received from Jim Brown, the President of the Board of Health. Committeeman Brower questioned Administrator Ciccarone about the management of the escrow accounts and why the escrow accounts had not been closed out. The Administrator explained that the escrow accounts were in complete disarray a few years ago, and that he had worked with Eileen Hladky and the auditor to identify the accounts that had been inactive and about half were closed out. Administrator Ciccarone also said the escrow accounts are now reconciled on a monthly basis. Administrator Ciccarone also advised that Commerce Bank does a much cleaner accounting of the escrow accounts. The Administrator advised that there are presently a total of 186 open escrow accounts, and that a significant number of these appear to be inactive. Administrator Ciccarone explained that when escrow accounts are opened, applicants are informed about sending a certified letter to the escrow officer when final approval has been granted and that a form letter concerning this information is included in the packet. The Administrator said in the future, Eileen Hladky will be sending out another form letter when an account appears to be inactive. Administrator Ciccarone also advised that Commerce Bank sends the applicants quarterly statements about their accounts. The Administrator will ask the bank to give an accounting of the letters that are undeliverable. Administrator Ciccarone advised the Township has been following the statutory requirements, but the responsibility is on the applicant.
 9. Board of Health Billing Issues- Committeeman Brower said Mrs. Beck had brought to the Board's attention that Metcalf & Eddy had been under indictment by the U.S. government for over billing and that he intends to look into this situation. Administrator Ciccarone also referred to the letter that the Board of Health attorney had written concerning the procedures to be followed for billing of professional services. Administrator Ciccarone said the attorney made a recommendation that the professionals should bill the hours spent in quarter hour increments and Metcalf & Eddy had been billing in one half hour increments. The Administrator said that everything else mentioned in the letter, Metcalf & Eddy did comply with, however more detailed tasks of services should be shown on the bill. Administrator Ciccarone read the Board of Health resolution denying Mrs. Beck's appeal saying the escrow charges incurred were reasonable and necessary and in accordance with the contract. The Administrator also thought it might not be accurate that Metcalf & Eddy were actually under federal indictment and read the Federal Department of Justice press release submitted by Mrs. Beck that indicated that Metcalf & Eddy had made some settlement for alleged false billings in Saudi Arabia. Committeeman Brower read through Attorney Perlowski's letter and said that he thought that Metcalf & Eddy's billing for the last 12 months should be reviewed. Administrator Ciccarone pointed out that up until this recommendation was made, Metcalf & Eddy was not in violation of the contract or procedures. Committeeman Brower thought the Township should make sure the Planning Board, the Board of Adjustment and Board of Health are following the procedures outlined in the attorney's letter. The Committee agreed that this would be taken off the agenda.
 10. Patriot Media Cable Franchise Renewal- Committeeman Brower requested that when Administrator Ciccarone negotiates with the cable company, he should arrange to get our town meetings televised. Administrator Ciccarone said they must provide a channel for our use, but we can negotiate how it is done, whether they provide us equipment or give

us a contribution to purchase the equipment. Administrator Ciccarone thought the high school would probably house the studio and possibly provide students to video tape our meetings. The Administrator will meet with the Cable TV Committee again. Attorney Woodward is still in the negotiation process. Committeeman O'Connor will be joining the Cable TV Committee.

Before adjourning, the Administrator brought up the request by Committeeman Brower for business cards and stationary. The Committee discussed the need for individual stationary and business cards. Committeeman Brower made a motion for the Township to spend \$20 to purchase business cards for himself. No one seconded the motion.

Hearing of Citizens/Petitions

Mayor DeMeo opened the hearing of citizens. Since there were no comments, Mayor DeMeo closed the hearing.

Administrator Ciccarone said there were no items for Executive Session. Therefore Resolution 2003-P-09 was not passed.

Deputy Mayor Hoag moved to adjourn at 10:35 p.m. Committeeman O'Connor seconded the motion and it carried unanimously.

Joy M. Wiley
Municipal Clerk